

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Request for Release of [ ] Agency Information Security Program and  
[ ] Agency Information Security Program Handbook

FROM:

Director of Information Services  
1206 Ames Building

EXTENSION

NO.

OIS 82-738

DD/A Registry

DATE

82-2208

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

EO/DDA

3/9

JM

2.

3.

ADDA

13 SEP 1982

4.

5.

DDA

13 SEP 1982

6.

7.

8.

RETURN TO:

RCD

1105 Ames Building

9.

10.

11.

12.

13.

14.

15.

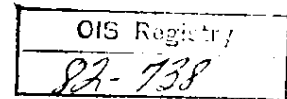
FOR APPROVAL.

Steve Garfinkel asked me for copies of these documents. He considers the handbook a "model" which he would like to see other agencies emulate. Art Fajano sent us copies of the DAD regs that implement their information security program and asked if he could get a copy of ours in return. I recommend your approval.

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SIAI

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9 SEP 1982

82-2208

MEMORANDUM FOR: Deputy Director for Administration

FROM:

[Redacted]

STAT

Director of Information Services

SUBJECT:

Request for Release of [Redacted] Agency Information  
Security Program and [Redacted] Agency Information  
Security Program Handbook

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1. The Office of Information Services has received a request from the following individuals for copies of [Redacted]

STAT

a. Mr. Steven Garfinkel  
Director, Information Security  
Oversight Office (Z)  
General Services Administration

b. Mr. Arthur E. Fajans  
Acting Director of Information Security  
Office of the Deputy Under Secretary  
of Defense for Policy Review

2. [Redacted] are unclassified. Since regulatory issuances are promulgated for Agency employee use only, exceptions to make these issuances available outside the Agency must be approved by the Deputy Director for Administration.

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Attachments:

A. [Redacted]

B. [Redacted]

STAT

APPROVED:

Harry E. Fitzwater

Deputy Director for Administration

10 SEP 1982

Date

Distribution:

Original - Adse (To be rtd to RCD/OIS)

- 1 - DDA Subj w/o atts
- 1 - DDA Chrono w/o atts
- 1 - D/OIS Subj w/o atts
- 1 - D/OIS Chrono w/o atts
- 1 - RSB/RMD w/o atts
- 1 - RCD Subj
- 1 - RCD Chrono